

Minutes for Tennessee Trails Association Board of Directors Meeting

October 22, 2023

Pin Oak Lodge, Natchez Trace State Park, Wildersville, TN 38351

Immediately Following the Adjournment of the Special Organizational Meeting

Duane Frichtl, President, called the meeting to order at 8:13 a.m.

A Roll Call by the Secretary was not necessary as there were no changes from the previous Special Organizational Meeting.

In attendance were: Dharma Alaksza, June Callahan, Jane Coffey, Patty Deen, Amber Dobie-Grove, Wayne Drown, Jane Ellett, Jenny Fitzgerald, Libby Francis, Duane Frichtl, Mark Hubbard, Michelle Kelley, Will Latham, Marti Owensby, Sara Pollard, Karen Shoemaker, Steve Turner, Susan Woods

Absent were: Marvin Caine, Alice Cannon, Jeanne Conatser, Cathy Moran, Bob Obohoski, John Thomas

Guests were: Rosemary Marshall (East TN), Karen Brackett (East TN), Chris Hoffman (Columbia Franklin), Ryan Dowdy (Clarksville), Tom Cressler (East TN)

Minutes of the Aug 1st meeting had been emailed to the Board. Karen Shoemaker moved to accept the minutes, Wayne Drown seconded the motion and it was approved by the BOD.

TTA Financial Report was reviewed by June Callahan, TTA treasurer.

In the absence of Bob Richards, the Audit Committee chair, June, as member of the Audit Committee, also discussed the Audit Report for 2022 which had been very positive.

Having had a summary report from Cheryl Heckler, Membership Chair, on membership during the Membership Meeting on Saturday night as well as a report emailed to the BOD there was no further information to report.

Will Latham, Chair of the Communications Committee reviewed the report emailed to the BOD. This committee has been implementing many strategies for communicating with members both current and past. Many other strategies are being considered.

Jane Coffey gave the Evan Means Grant report. Though there were no new grants to consider, there has been considerable promotion of the grant and it is anticipated to receive at least two grant applications for the upcoming quarterly meeting.

Having given an extensive President's report at the Membership Meeting, President Duane Frichtl had no further information to report.

Old Business: none

New Business: Mark Hubbard moved that TTA reimburse the Columbia Franklin chapter for the expenses incurred for restoring Stillhouse Hollow Falls following vandalism there. It was seconded by Will Latham and approved by the BOD.

Dates for the Quarterly meetings in 2024 will be:

February 6, 2024 at 6:30pm CST via Zoom

May 7, 2024 at 6:30pm CST via Zoom

August 6, 2024 at 6:30pm CST via Zoom

October 27, 2024 at 8am at Fall Creek Falls Lodge

Will Latham moved to adjourn, seconded by Jenny Fitzgerald and approved by the BOD. The meeting adjourned at 9:16 a.m.

Agenda for Tennessee Trails Association Board of Directors Meeting

October 22, 2023, Pin Oak Lodge, Natchez Trace State Park, Wildersville, TN 38351

Immediately Following the Adjournment of the Special Organizational Meeting

Call to Order, Duane Frichtl, President

Roll Call, Susan Woods, Secretary

Approval of Aug 1, 2023 minutes, Susan Woods, Secretary – Attachment #3. (Highlighted text indicates an addition or correction to the minutes as initially emailed to the BOD.)

TTA Financial Report, June Callahan, Treasurer – Attachment #4

Audit Committee Report, Bob Richards, Audit committee chair – Attachment #5 (This document includes the Audit results and also the Audit committee chair's notes to Audit committee members via email. These documents are combined into one so be sure to scroll down for the second document.)

Membership Report, Cheryl Heckler, Membership committee chair – Attachment #6

Communications Committee Report, Will Latham, Communications chair – Attachment #7

Evan Means Grant Committee Report, Jane Coffey, EMG committee chair – Attachment #8

President's Report, Duane Frichtl, TTA BOD President

Old Business

New Business

Dates for the Quarterly meetings in 2024 will be:

February 6, 2024 at 6:30pm CST via Zoom

May 7, 2024 at 6:30pm CST via Zoom

August 6, 2024 at 6:30pm CST via Zoom

October 27, 2024 at 8am at Fall Creek Falls Lodge

Motion to adjourn

present at 10/22/23 Special Org. mtg.	present at 10/22/23 BOD meeting			chapter	position on the board	Committee
X		Dharma	Alaksza	Jackson	West TN Regional director	
A		Marvin	Caine	Columbia/Franklin	Chapter Rep-Chapter Co-chair	E.M. Grant
X		June	Callahan	Nashville	Treasurer/At Large Director	Exec/Finance Chair/Audit/Bylaws/ Membership
A		Alice	Cannon	Nashville	Chapter Rep	
X		Jane	Coffey	Columbia/Franklin	At Large Director	Finance/E.M. Grant Chair
A		Jeanne	Conatser	Murfreesboro	Chapter Rep-Chapter chair	
X		Patricia	Deen	Highland Rim	Chapter Rep-Chapter chair	Communications/Bylaws
X		Amber	Dobie-Grove	Jackson	Chapter Rep	
X		Wayne	Drown	Sumner	At Large Director	Audit
X		Jane	Ellett	Soddy Daisy	Chapter Rep-Chapter chair	E.M. Grant
X		Jenny	Fitzgerald	Sumner	At Large Director	Membership//E.M. Grant
X		Libby	Francis	Nashville	At Large Director	Bylaws Chair/E.M. Grant/Nominating Chair
X		Duane	Frichtl	Sumner	President/At Large Director	Exec.
X		Mark	Hubbard	Nashville	At Large Director	Audit
X		Michelle	Kelley	Memphis	Vice-Pres./Chapter Rep	Exec/Awards Chair/Bylaws
X		Will	Latham	Scenic City	Regional Director-East	Communications Chair, E.TN Rep for Nominations, Membership, Awards
A		Cathy	Moran	Upper Cumberland	Chapter Rep	Nominating
A		Bob	Obohoski	Plateau	Chapter Rep	Outreach
X		Marti	Owensby	Scenic City	At Large Director	
X		Sara	Pollard	Murfreesboro	Regional Director-Middle	Med. TN Rep for Awards, Nominations, Membership
X		Karen	Shoemaker	East TN	Chapter Rep	
A		John	Thomas	Sumner	Chapter Rep	Outreach
X		Steve	Turner	Clarksville	Chapter Rep-Chapter Chair	
X		Susan	Woods	Jackson	Secretary/At Large Director	Exec/ Outreach
		<i>Not on Board but committee members and/or newsletter</i>				
		Doug	Burroughs	Nashville		Web Editor/Communications
		Mary	Lewis	Jackson		Newsletter Editor
		Bob	Richards			Audit Chair/Awards/Outreach
		Melinda	Pierson	Jackson		Finance
Guests: Rosemary Marshall (East TN), Karen Brackett (East TN), Ryan Dowdy (Clarksville), Chris Hoffman (Columbia Franklin) Tom Cressler (East TN)						

Tennessee Trails Association
Minutes of the Special Organizational Meeting of the Board of Directors
Glenstone Lodge, November 6, 2022
Gatlinburg, TN

Call to Order/Welcome/ Attendance

Retiring TTA President Libby Francis, called the 2022 Special Organizational Meeting to order at 9:01 am Eastern Time (ET). The purpose of this meeting is set forth in 10-19-2019 TTA Bylaws, lines 198-204.

Members attending: Libby Francis, June Callahan, Melinda Pearson, Wayne Drown, Sara Polard John Thomas, Jane Ellett, Alice Cannon, Michelle Kelley, Mary Lewis Tims, Patty Deen, Tom Cressler, Marvin Cane, Cheryl Heckler, Will Latham, Jane Coffey, Mark Hubbard, Jenny Fitzgerald

Members absent: Terry Warren, Ryan Dowdy, Duane Frichtl, Joan Hartvigsen, Bob Obohoski, Cathy Moran, Jeanie Conatser

Guests: Chris Hoffman (Columbia Franklin), Norm Brinsley (Plateau)

TTA Officers

Mark Hubbard made a motion (2nd Jane Coffey) to elect the following slate of TTA officers for 2023: President, Duane Frichtl; Vice- President, Michelle Kelley; Secretary, Susan Woods; Treasurer, June Callahan. Motion carried.

TTA 2023 Committees

In the absence of the President-elect, Duane Frichtl, Libby Francis presented a committee membership roster for TTA's Standing and Special Committees in 2022, and expressed anticipation that 2023 committee membership will be largely the same. A finalized committee membership list for 2023 can be presented and voted on when Duane presides at the 2023 1st Qtr. Board Meeting. (Attachment 1a)

Att 9:03 am ET, Jenny Fitzgerald moved (2nd Michelle Kelley) to adjourn. Motion carried.

Minutes submitted 11-16-22 by Melinda Pearson, TTA Secretary

2024 TTA Proposed Committees

Executive Committee Conducts the business and manage the affairs of the Association between meetings of the full Board.

1. President Duane Frichtl
2. Vice President Michelle Kelley
3. Treasurer June Callahan
4. Secretary Susan Woods

Nominating Committee Provides a slate of qualified candidates for election to the Board and recommends qualified replacements for any vacancies.

1. Libby Francis, Chair
2. West TN Rep. Dharma Alaksza
3. Middle TN Rep. Sara Pollard
4. East TN Rep. Will Latham
5. Cathy Moran

Audit Committee Oversees policy compliance, conflicts of interest, ethics and program integrity, and retains auditors for the Association.

1. Bob Richards, Chair
2. June Callahan
3. Mark Hubbard
4. Wayne Drown

Finance Committee Financial management of income, Life Memberships, and other investment funds, and budget planning.

1. June Callahan, Chair
2. Mark Hubbard
3. Vacant
4. Vacant

Awards Committee Recommends candidates for various recognition awards provided by the Bylaws and the Board.

1. Michelle Kelley, Chair
2. West TN Rep. Dharma Alaksza
3. Middle TN Rep. Sara Pollard
4. East TN Rep. Will Latham
5. Vacant

Membership Committee Collects dues from membership and forwards to the Treasurer. Reports status to the Board. Recommends actions which promote the attraction and enrollment of new members and retention of current members.

1. Marti Owensby, Chair
2. West TN Rep. Dharma Alaksza
3. Middle TN Rep. Sara Pollard
4. East TN Rep. Will Latham
5. Jenny Fitzgerald
6. Cheryl Heckler

Communications Committee Responsible for insuring communication between the Association and the public and the membership. Newsletter, Website, Facebook, etc.

1. Will Latham, Chair
2. Doug Burroughs
3. Mark Hubbard
4. Patty Deen
5. Mary Lewis Tims

Evan Means Grant Committee Examines grant project funding for enhancing trails and the hiking experience in Tennessee.

1. Jane Coffey, Chair
2. Marvin Caine
3. Libby Francis
4. Wayne Drown
5. Jenny Fitzgerald

Special Committees:

Archives Committee Tasked with archiving past newsletters, minutes, and other TTA items of historical importance.

1. Libby Francis, Chair
2. Doug Burroughs
3. Jenny Fitzgerald
4. Alice Cannon

Note: The Bylaws Committee has been disbanded for 2024. The Outreach Committee is disbanded for now, maybe to be reorganized at a later date.

The quarterly meeting of the Tennessee Trails Association Board of Directors (BOD) meeting was held Aug 1, 2023, starting at 6:30 P.M. CT by Zoom, the President, Duane Frichtl, being in the chair and the Secretary, Susan Woods, being present.

Members of the BOD present were: Marvin Caine, June Callahan, Alice Cannon, Jane Coffey, Jeanne Conatser, Amber Dobie-Grove, Wayne Drown, Jane Ellett, Jenny Fitzgerald, Libby Francis, Duane Frichtl, Mark Hubbard, Michelle Kelley, Will Latham, Cathy Moran, Bob Obohoski, John Thomas, Susan Woods. Members of the BOD absent were: Tom Cressler, Patricia Deen, Ryan Dowdy, Cheryl Heckler, Sara Pollard, Terry Warren. Representing Clarksville Chapter for Ryan Dowdy was guest Steve Turner. Other guests present were: Bob Richards, Melinda Pearson.

Having received no corrections or additions as emailed to the BOD, Secretary Susan Woods moved that the minutes of the May 2, 2023 meeting be approved. Motion was seconded by Alice Cannon and approved by the BOD.

Following the Financial Report given by Treasurer June Callahan, Michelle Kelley moved to authorize the Financial Committee to determine an amount needed to remain in the general funds and to move the remainder into an account where it would receive the best interest. Marvin Caine seconded the motion and it was approved by the BOD. Wayne Drown moved to accept the financial report as given by treasurer, June Callahan. It was seconded by Jane Coffey and approved by the BOD.

It was acknowledged that the BOD had received a written report from Membership Director, Cheryl Heckler.

Chair of the Communications Committee, Will Latham, gave the report from that committee. His report explained the projects completed, projects being worked on, and projects to be tackled in the future as described in the written report received by the BOD. No action was needed by the BOD.

Jane Coffey, Chair of the Evan Means Grant (EMG) Committee, moved that the BOD approve the grant request submitted by the Friends of Johnsonville State Historic Park for \$800 to be used for trail blazing. Mark Hubbard seconded her motion and the BOD approved the request. Discussion followed concerning the need for promotion of the EMG grants.

Michelle Kelley, Chair of the Awards Committee, presented the list of awards nominated by that committee. They were: Tennessee Trails Award: Cheryl Heckler, Bill Stutz Award: Betsey Darken and Philip Anderson, Mack Prichard Environmental Award: Wayne Simpson. There were no nominations for the Bob Brown Lifetime Achievement Award. Michelle's motion to accept these nominations was seconded by Jenny Fitzgerald and approved by the BOD.

Libby Francis, Chair of the By Laws Committee, had submitted a written report from that committee to the BOD for changes to the By Laws. These changes involved more specific definition of the membership categories in lines 22-23 and rewording concerning Lifetime memberships in lines 71-74. Libby moved that these changes be presented to the membership for acceptance at the Annual TTA meeting in October. The motion was seconded by Mark Hubbard and approved by the BOD. Libby acknowledged that she would make the TTA membership aware of this action to be taken at the Annual meeting.

Libby Francis, Chair, reported for the Nominations Committee. She announced to the BOD that the following people would be presented as nominations for election to the board by the TTA membership at the Annual Meeting: Jenny Fitzgerald to continue as Director At Large for 3 additional years, Jane Coffey to continue as Director At Large for 3 additional years, Marti Owensby to serve in any capacity as needed on the BOD, and Dharma Alaksza to serve as West TN Regional Director. The floor will be open for other nominations at the Annual Meeting of TTA members.

Discussion concerning the upcoming Annual TTA Meeting included information that the shirts had been ordered and what accommodations were available.

President Duane Frichtl requested an Archive Committee to help Doug Burroughs. Jenny Fitzgerald, Alice Cannon, and Libby Francis volunteered to be on that Committee.

President Frichtl next explained about a recent issue concerning a disgruntled former member who was not forthcoming in speaking with the hike leader, Mark Hubbard, in person. Due to safety issues the hike in question was a members only hike. It was clarified that TTA can have members only hikes as needed as well as hikes open to all.

The 3rd item in President Frichtl's report was to inquire about recognizing Lou Ann Partington for her long service as newsletter editor. Libby said that she was recognized at the annual meeting last year as well as in the newsletter. The board felt that was sufficient.

Finally, President Frichtl encouraged the board members to attend the annual meeting and to register soon.

There was no old business.

Under new business Will Latham reported that members of the BOD had been contacted by Amanda Lipps, an outreach specialist from REI, with an interest in pursuing a collaboration between our groups. Board discussion included the potential positive outcomes such a collaboration might present. President Duane Frichtl agreed to connect with this outreach specialist from REI.

The next BOD meeting will be held on Sunday, October 22, at 8:00 A.M. CT, at Pin Oak Lodge, Natchez Trace SP, Wildersville, TN 38351.

Motion was made by Wayne Drown and seconded by Michelle Kelley to adjourn. Motion was approved.

The meeting was adjourned at 7:42 pm.

Minutes submitted by Secretary Susan Woods.

Tennessee Trail's Association - Financial Report 3th Quarter 2023

Financial Reports

The financial reports for the quarter are shown below. The overall position looks favorable. The surplus at September 30th is \$5,940.18 and the budgeted surplus for the full year is \$3,788.29.

Financial Review

The invoice for the financial review has been received. The cost is \$2,000 which is \$500 less than the budgeted amount.

Change in Payment Processing Provider

The percentage of membership payments, being made through the website, has risen from 65% in the first quarter of 2023 to 86% in the third quarter. The increased use of the website is reducing the administrative work required of membership and accounting. This is great news.

At this year's annual meeting, for the first time, we will be accepting credit and debit cards at the silent auction, as well as cash and checks.

2024 Budget for the General Fund

The preparation for the 2024 budget will start in 4th quarter this year. I will be providing Committee Chairs with the details of any expenses for their area, and I will requesting input from them on expenses that they are expecting to incur in 2024.

Tennessee Trails Association Inc.
General Fund by Month

General Fund by Month - 3rd Qtr 2023

Ordinary Income/Expense

	Jul	Aug	Sep	Total
Income				
Donations				
Donations General	0.00	325.00	20.00	345.00
Total Donations	0.00	325.00	20.00	345.00
Memberships				
Family	280.00	280.00	455.00	1,015.00
Individual	525.00	1,000.00	1,325.00	2,850.00
Lifetime	0.00	0.00	500.00	500.00
Refund	0.00	0.00	0.00	0.00
Student	0.00	0.00	0.00	0.00
Supporting - Family	0.00	0.00	0.00	0.00
Supporting Individual	100.00	75.00	100.00	275.00
Total Memberships	905.00	1,355.00	2,380.00	4,640.00
Other Income				
Amazon Income	0.00	0.00	0.00	0.00
Bank & CD Interest	0.00	0.00	5.04	5.04
Total Other Income	0.00	0.00	5.04	5.04
Total Income	905.00	1,680.00	2,405.04	4,990.04
Total Income	905.00	1,680.00	2,405.04	4,990.04
Expense				
Administrative Expenses				
Dues & Subscriptions	0.00	0.00	0.00	0.00
Chapter Allocations	0.00	0.00	0.00	0.00
Insurance				0.00
D&O Liability Insurance	0.00	0.00	0.00	0.00
Liability Insurance	0.00	0.00	0.00	0.00
Total Insurance	0.00	0.00	0.00	0.00
Newsletter Editing	375.00	0.00	0.00	375.00
Newsletter Postage & Supplies	0.00	0.00	0.00	0.00
Newsletter Printing	0.00	0.00	0.00	0.00
Merchant Charges	39.19	49.92	80.48	169.59
PO Box & Mailing Supplies	0.00	0.00	0.00	0.00
State & Federal Filing Fees	0.00	0.00	0.00	0.00
Total Administrative Expenses	414.19	49.92	80.48	544.59
Program Expenses				
Awards	0.00	150.00	0.00	150.00
General Fund - Grants Given	0.00	0.00	0.00	0.00
Website & Supporting Software	380.00	0.00	127.16	507.16
Total Program Expenses	380.00	150.00	127.16	657.16
Total Expense	794.19	199.92	207.64	1,201.75
Net Surplus/Deficit	110.81	1,480.08	2,197.40	3,788.29

**Tennessee Trails Association
General Fund by Quarter
with 2023 Budget**

General Fund by Quarter - Jan - Dec 2023

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	2023 Budget
Ordinary Income/Expense						
Income						
Donations						
Donations General	741.58	735.00	345.00	0.00	1,821.58	
Total Donations	741.58	735.00	345.00	0.00	1,821.58	1,000.00
Memberships						
Family	2,065.00	1,120.00	1,015.00	0.00	4,200.00	4,900.00
Individual	3,650.00	1,825.00	2,850.00	0.00	8,325.00	9,650.00
Lifetime - Individual	500.00	0.00	500.00		1,000.00	
Lifetime - Family				0.00	0.00	
Refund	0.00	0.00			0.00	
Student	30.00	0.00	0.00		30.00	45.00
Supporting - Family	175.00	175.00		0.00	350.00	280.00
Supporting Individual	325.00	225.00	275.00	0.00	825.00	0.00
Total Memberships	6,745.00	3,345.00	4,640.00	0.00	14,730.00	14,875.00
Other Income						
Amazon Income	31.62	66.88	0.00	0.00	98.50	150.00
Bank & CD Interest	0.50	1,378.29	5.04	0.00	1,383.83	300.00
Total Other Income	32.12	1,445.17	5.04	0.00	1,482.33	450.00
Total Income	7,518.70	5,525.17	4,990.04	0.00	18,033.91	16,325.00
Expense						
Administrative Expenses						
Accounting & Financial Review	0.00	0.00	0.00	0.00	0.00	2,500.00
Dues & Subscriptions	102.35	0.00	0.00	0.00	102.35	200.00
Chapter Allocations	1,935.00	1,000.00	0.00	0.00	2,935.00	3,015.00
Insurance						
D&O Liability Insurance	0.00	598.00	0.00	0.00	598.00	598.00
Liability Insurance	0.00	958.00	0.00	0.00	958.00	807.00
Total Insurance	0.00	1,556.00	0.00	0.00	1,556.00	1,405.00
Newsletter Editing	375.00	375.00	375.00	0.00	1,125.00	1,500.00
Newsletter Postage & Supplies	1,032.20	79.20		0.00	1,111.40	1,270.00
Newsletter Printing	936.72	335.67	0.00	0.00	1,272.39	1,635.00
Merchant Charges	165.07	121.36	169.59	0.00	456.02	0.00
PO Box & Mailing Supplies	0.00	226.00		0.00	226.00	332.00
State & Federal Filing Fees	40.92	0.00	0.00	0.00	40.92	30.46
Total Administrative Expenses	4,587.26	3,693.23	544.59	0.00	8,825.08	9,387.46
Program Expenses						
Awards			150.00	0.00	150.00	100.00
General Fund - Grants Given	0.00	0.00	0.00	0.00	0.00	1,000.00
Website & Supporting Software	2,263.56	347.93	507.16	0.00	3,118.65	2,559.00
Total Program Expenses	2,263.56	347.93	657.16	0.00	3,268.65	3,659.00
Total Expenses	6,850.82	4,041.16	1,201.75	0.00	12,093.73	13,046.46
Net Surplus/Deficit	667.88	1,484.01	3,788.29	0.00	5,940.18	3,278.54

Tennessee Trails Association Evan Means Grant Fund

Evans Means Grant Fund - by Quarter 2023

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	TOTAL
Ordinary Income/Expense					
Income					
Donations - Donor Directed					
Annual meeting Income			500.00	0.00	500.00
Donations Donor Directed	550.00	400.00	275.00	0.00	1,225.00
Total Donations	550.00	400.00	775.00	0.00	1,725.00
Total Income	550.00	400.00	775.00	0.00	1,725.00
Total Income	550.00	400.00	775.00	0.00	1,725.00
Expense					
Program Expenses					
Evan Means Grants Given	3,220.00	0.00	800.00	0.00	4,020.00
Total Program Expenses	3,220.00	0.00	800.00	0.00	4,020.00
Total Expense	3,220.00	0.00	800.00	0.00	4,020.00
Net Surplus/Deficit	-2,670.00	400.00	-25.00	0.00	-2,295.00
Net Surplus/Deficit	-2,670.00	400.00	-25.00	0.00	-2,295.00

Full Year

Total Funds 30th Jun 2023	21,378.82
Plus 3 rd Qtr 2023 Income	775.00
Less 3 rd Qtr 2023 Grants Given	800.00
Total Funds 30th Sept 2023	21,353.82

Tennessee Trails Association Net Worth

Tennessee Trails Association, Inc.
Statement of Net Worth
3rd Qtr 2023

	General	Evan Means	Grand
	<u>Funds</u>	<u>Grant Fund</u>	<u>Total</u>
ASSETS:			
Cash in Checking Account	4,860.64	1,353.82	6,214.46
Cash in Money Market	20,154.84	20,000.00	40,154.84
Cash in Edward Jones CD acct	93,388.78		93,388.78
Cash in Regions CD account	20,000.00	0.00	20,000.00
Cash in Stripe Account	<u>297.66</u>	<u>0.00</u>	<u>297.66</u>
TOTAL ASSETS	138,701.92	21,353.82	160,055.74
NET WORTH:			
Net Worth	<u>138,701.92</u>	<u>21,353.82</u>	<u>160,055.74</u>

	3rd Qtr 2023	3rd Qtr 2023	3rd Qtr 2023
	General	Evan Means	Grand
	<u>Funds</u>	<u>Grant Fund</u>	<u>Total</u>
Net Worth Jun 30th 2023	135,303.63	21,378.82	156,682.45
Revenues for All Accounts	4,990.04	775.00	5,765.04
Expenditures for All Accounts	-1,201.75	-800.00	-2,001.75
Increase in Assets, Reversal Accrual*	<u>-390.00</u>	<u>0.00</u>	<u>-390.00</u>
Net Worth Sept 30th 2023	<u>138,701.92</u>	<u>21,353.82</u>	<u>160,055.74</u>

TENNESSEE TRAILS ASSOCIATION, INC.
REVIEWED FINANCIAL STATEMENTS
DECEMBER 31, 2022

TENNESSEE TRAILS ASSOCIATION, INC.

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DECEMBER 31, 2022

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CERTIFIED PUBLIC ACCOUNTANTS

Joe Savage
Rebecca HutsellStephen J. Parsons - Retired
William R. Scandlyn - 1988 - 1999
Earl O. Wright - 1988 - 2002**INDEPENDENT ACCOUNTANT'S REVIEW REPORT**To the Board of Directors
Tennessee Trails Association, Inc.
Crossville, Tennessee

We have reviewed the accompanying financial statements of Tennessee Trails Association, Inc. (a nonprofit organization), which comprise the statement of financial position as of December 31, 2022, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of Tennessee Trails Association, Inc. and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Parsons & Wright, CPAsParsons & Wright
Certified Public Accountants
Kingston, Tennessee

May 17, 2023

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TENNESSEE TRAILS ASSOCIATION, INC.

FINANCIAL STATEMENTS

DECEMBER 31, 2022

**TENNESSEE TRAILS ASSOCIATION, INC.
STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2022**

	DECEMBER 31, 2022
ASSETS	
CURRENT ASSETS	
Cash and Cash Equivalents	\$ 165,623
Prepaid Expenses	<u>1,200</u>
Total Current Assets	\$ <u>166,823</u>
TOTAL ASSETS	\$ <u><u>166,823</u></u>
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Total Current Liabilities	\$ <u>0</u>
NET ASSETS	
Without Donor Restrictions	\$ 166,823
With Donor Restrictions	<u>0</u>
Total Net Assets	\$ <u>166,823</u>
TOTAL LIABILITIES AND NET ASSETS	\$ <u><u>166,823</u></u>

**TENNESSEE TRAILS ASSOCIATION, INC.
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2022**

	DECEMBER 31, 2021
REVENUES AND SUPPORT	
Contributions	\$ 27,103
Membership Dues	18,079
Other Income	43
TOTAL REVENUE AND SUPPORT	\$ 45,225
EXPENSES	
Program Services	\$ 28,261
General and Administrative	9,548
TOTAL EXPENSES	\$ 37,809
CHANGE IN NET ASSETS	\$ 7,416
NET ASSETS, BEGINNING OF YEAR	159,407
NET ASSETS WITHOUT DONOR RESTRICTIONS, END OF YEAR	\$ 166,823

**TENNESSEE TRAILS ASSOCIATION, INC.
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2022**

	PROGRAM SERVICES	MANAGEMENT AND GENERAL	TOTAL
Insurance	\$ 0	\$ 1,405	\$ 1,405
Newsletters and Printing	0	7,293	7,293
Licenses and Permits	0	227	227
Miscellaneous	0	623	623
Meetings	15,449	0	15,449
Grants	11,753	0	11,753
Awards	90	0	90
Website & Software	969	0	969
TOTAL EXPENSES	\$ 28,261	\$ 9,548	\$ 37,809

**TENNESSEE TRAILS ASSOCIATION, INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2022**

	<u>2022</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Change in Net Assets	\$ 7,416
<i>Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:</i>	
Changes in Assets and Liabilities:	
(Increase) Decrease in Prepaid Expenses	<u>(1,200)</u>
<i>Net Cash Provided by (Used for) Operating Activities</i>	\$ <u>6,216</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	\$ 6,216
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	<u>159,407</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ <u><u>165,623</u></u>

TENNESSEE TRAILS ASSOCIATION, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1. Organization and Nature of Activities

Tennessee Trails Association, Inc. (the Association) was organized in December 1968 as a not-for-profit corporate entity. The Association's purpose is to promote and develop a system of hiking trails in the State of Tennessee, to provide opportunities for the enjoyment of these trails, and to educate membership and the general public as to the wise stewardship of the trails and outdoor areas. The Association consists of 12 local chapters throughout the state of Tennessee.

2. Net Assets Without Donor Restrictions

Net assets represent the difference between a nonprofit organization's assets and liabilities. In accordance with ASU No. 2016-14, net assets are classified into two classes; Net Assets Without Donor Restrictions and Net Assets With Donor Restrictions.

3. Basis of Accounting

It is the policy of the Association to prepare its financial statements on the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. As such, revenues are recognized when received rather than when earned and expenses are recognized when paid rather than when obligations are incurred. Grant revenues earned in the current period but not received at the end of the year and subsequently collected soon after the year-end are recognized in the current period and included in receivables. Significant purchases of equipment are capitalized and depreciated over the estimated useful life of the asset. The Association had no employees and thus no payroll liabilities.

4. Cash and Cash Equivalents

For purposes of the statement of cash flows, the Association considers all highly-liquid instruments purchased with a maturity of three months or less to be cash equivalents. The cash total of \$165,623 is comprised of the following:

	December 31, 2022
CASH	
Operating Accounts	\$ 148,980
Chapter Accounts	16,643
TOTAL CASH	<u>\$ 165,623</u>

At December 31, 2022, the bank balance of the accounts totaled \$165,775. At December 31, 2022, the entire bank balance is covered by FDIC. The Association did not pay any interest or income taxes in 2022.

5. Support and Revenue

The Association primarily receives support from contributions from the public and membership fees.

6. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

TENNESSEE TRAILS ASSOCIATION, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

7. Contributions

Contributions are recorded as support when cash or other assets are received. Contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Gifts of cash and other assets that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted or permanently restricted support, depending on the nature of the restriction. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Restricted contributions whose restrictions are met in the same reporting period as the contributions are received are reported as unrestricted support.

8. Income Taxes

The Association is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and therefore has made no provision for federal income taxes in the accompanying financial statements. Tax years 2022, 2021, and 2020 are considered open and the tax returns for those years are subject to possible examination from taxing authorities. As of 2022, the Association has no uncertain tax positions that qualify for either recognition or disclosure in the financial statements.

9. Investments

The Association primarily invests in Certificates of Deposit and Money Market investment accounts. Investments are recorded at fair market value. The Association held the following investments as of December 31, 2022:

	December 31,
	2022
Certificates of Deposit	\$ 92,006
TOTAL INVESTMENTS	\$ 92,006

10. Functional Expense Allocation

The costs of providing various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. The functional expenses have been allocated in a manner consistent with prior years.

TENNESSEE TRAILS ASSOCIATION, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022

NOTE B – AVAILABILITY OF FINANCIAL ASSETS

The table below reflects the Association's financial assets as of the statement of financial position date, reduced by amounts that are not available for general use due to contractual or donor-imposed restrictions within one year of the statement of financial position date.

Financial Assets, at year-end	
Cash in Bank	\$ <u>165,623</u>
Total Financial Assets, at year-end	<u>165,623</u>
Less Those Unavailable for General Expenditures	
within one year, due to:	<u>0</u>
Financial Assets Available to Meet Cash Needs	
for General Expenditures within one year	\$ <u><u>165,623</u></u>

NOTE C – SUBSEQUENT EVENTS

The Association's management has evaluated events and transactions through May 17, 2023, the date the financial statements were available to be issued for items that should potentially be recognized or disclosed. The Association has no other items which would require recording or disclosure in the financial statements for the year ended December 31, 2022.

October 6, 2023

TTA Audit Committee Notes via email

Hello Everyone,

I am including Will Latham on this email as he has asked some recent pertinent questions concerning the Hiker Registration/Sign In Sheet.

NOTE: I have an interesting email format that I use breaking items down into specific areas instead of using run on sentences.

1st Attachment is the 2022 TTA Audit Report

CONGRATULATIONS!!

Having served on several non profit Board of Directors(BOD) over the years, in comparison, TTA is in Exceptional Financial Status with significant funds available to do whatever TTA wants to do.

I want to thank June Callahan for all her hard work with the Audit company and the Chapters collecting the financial information and developing the final report.

Total Assets are \$165,623 (page 8)

All expenses for 2022 were \$37,809 (page 4) with the 2 largest expenses being the Annual Meeting and the Even Means Grant Program. So, doing some basis math, TTA has a 4X factor of cash in hand versus annual expenses. The current 2023 TTA annual budget is approximately \$16,500.

A major cost savings move by the BOD early in 2023 was to move to an electronic delivery system for the monthly newsletter. This will result in a saving of approximately \$10,000 for printing and postage.

ATTACHMENTS 2 & 3, TTA Hiker Sign In sheet issue.

I just received the Friends of Tennessee State Parks Volunteer Liability Waiver and Event Sign In Sheet which are attached.

My reasoning for providing the Friends of TN State Parks form is that it has been reviewed by the TDEC, Office of General Counsel and the fact that a large majority of TTA hikes are at state parks or state natural areas. The Liability Waiver is a fillable pdf which could be convenient/helpful for filling out in advance. TN State Parks has a staff person(s) who help coordinate the Friends of TSP groups(FTSP) and there are approximately 40 FTSP groups across the state of Tennessee.

I have not had a chance to thoroughly review these 2 forms but plan to do so, hopefully by next week.

The Event Sign In sheet is fairly straight forward, a simple listing of who works as a Volunteer, how much time worked and if they (students) need credit for the TN Achieves program.

At a quick glance, it appears that each individual must sign the Liability Waiver sheet.

What I don't know is, can the signature be once and a record kept in a database of some form, or does it need to be signed at each and every volunteer event?

I have received a couple of other Liability Waiver/Sign In forms so will be reviewing them also.

There is a distinct difference between doing Volunteer Work in a TSP and going on a hike led by a TTA member. This Sign In sheet issue was first mentioned to me back in March 2023 and I have the Plateau Chapter sign in sheet and Will Latham has asked a couple of pertinent questions about the form.

There appears to be 3 issues to deal with the TTA Registration Sheet/List;

1st Basic information needed about the person(s) hiking with the TTA hike Leader/Emergency Contact information, etc.

Other issues are:

Does the form need to be signed in front of the hike leader, OR can the hike leader prepare the list in advance and have the person hiking Initial by their name.

Do we need a physical address, or will an email address be acceptable?

2nd item is the permission to use a person's image/photograph when photos are taken on hikes and put generally they are put on social media. Photos may also be used for TTA or Chapter displays.

3rd item is Who keeps these forms and how long do they need to be kept?

Please reply to all if you have comments to make about the TTA Hike Sign In Sheet.

I will do my best to compile the comments and develop a DRAFT updated TTA Hike Sign In sheet, hopefully in time for the October 22, 2023 BOD meeting.

Thanks!

Bob Richards

TTA Membership Committee Report for October 22, 2023 Board meeting:

The Membership Committee has not met since the last board meeting.

The Membership Director has been working with the Communications Committee creating automatic “Win Back” reminder emails to go out to those who expired and did not renew within 60 days letting them know we would like them back as members. An email also went out to 375 expired/inactive memberships encouraging them to renew. We had a few rejoin from both communications.

The Membership Director has also been working with the Communications Committee to simplify the join and rejoining process on the website with hopes to eliminate the frustration and the chance of the member or potential member giving up on joining or rejoining.

The Membership Director is working on finalizing the procedure manual to train the new Membership Director. After a new Membership Director is voted in by the board at the October 2023 board meeting Cheryl Heckler will work with them during the months of November and December in preparation for them taking over January 1, 2024. Will Latham, Communications Chair will also sit in on this training so there is a back up and to help him understand any items the Communications Committee can assist with the membership.

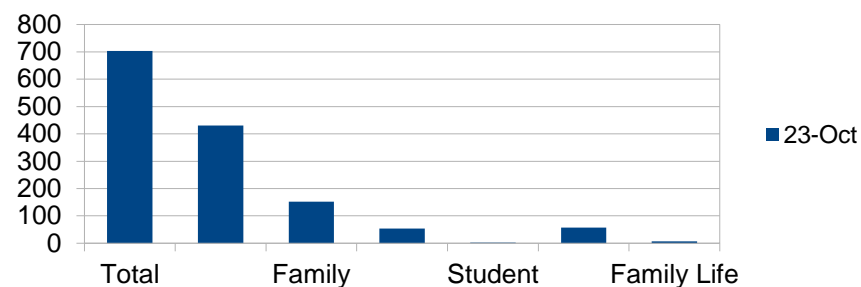
I want to express how much I appreciate being given the opportunity for the past 7 years to serve as the TTA Membership Director and Membership Committee Chair. It has given me an opportunity to give back to TTA in support for my 14 years as a member. I look forward in working and continuing to support the new Membership Director in 2024.

Cheryl Heckler
TTA Membership Committee Chair

TTA Membership Report for October 22, 2023 Board Meeting

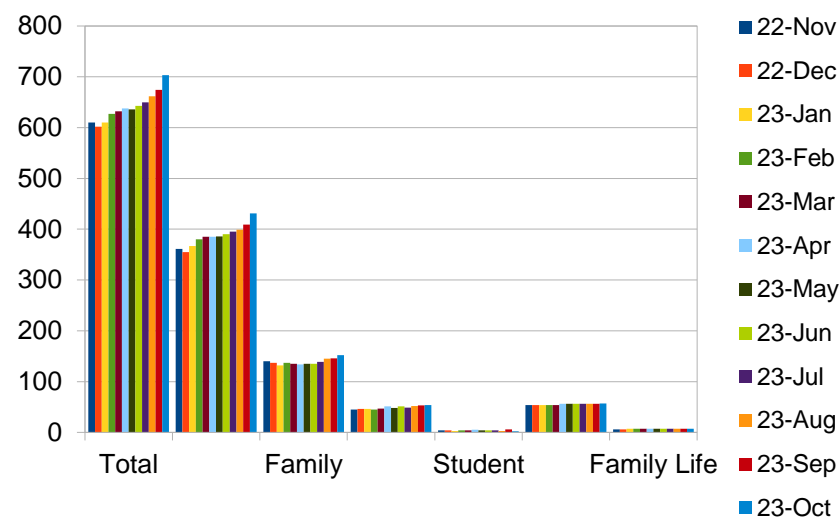
TTA Membership for October 2023

Date	Total	Individual	Family	Supporting	Student	Life	Family Life
23-Oct	703	431	152	54	2	57	7



TTA Membership for past 12 months

Date	Total	Individual	Family	Supporting	Student	Life	Family Life
22-Nov	610	361	140	45	4	54	6
22-Dec	602	355	137	46	4	54	6
23-Jan	610	367	132	46	3	54	7
23-Feb	627	380	137	45	4	54	7
23-Mar	632	385	135	47	4	54	7
23-Apr	638	385	134	51	5	56	7
23-May	636	386	135	48	4	56	7
23-Jun	643	390	135	51	4	56	7
23-Jul	650	395	139	49	4	56	7
23-Aug	662	399	145	52	3	56	7
23-Sep	674	409	146	53	6	56	7
23-Oct	703	431	152	54	2	57	7

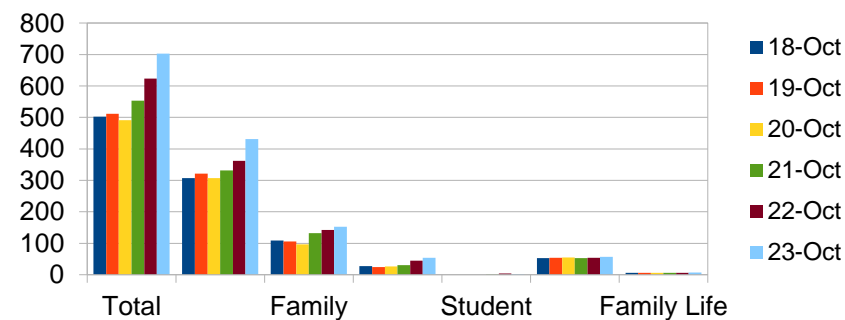


Note: Individual up 70; Family up 12; Supporting up 9; Student down 2; Total up 93

TTA Membership for October in the past 6 years

Date	Total	Individual	Family	Supporting	Student	Life	Family Life
18-Oct	502	307	109	27	0	53	6
19-Oct	511	321	106	24	0	54	6
20-Oct	491	307	97	26	0	55	6
21-Oct	553	331	132	30	1	53	6
22-Oct	623	362	142	45	4	54	6
23-Oct	703	431	152	54	2	57	7

Note: Individual up 124; Family up 43; Supporting up 27; Student up 2; Total up 201



Evan Means Grant Committee Report – 4th Quarter 2023

We have no new grant recommendations for the fourth quarter 2023. We believe we will have at least two grant recommendations for the first quarter of 2024. We published the success story of a completed grant request that was accomplished at Henry Horton SP in August 2023. Thanks to the Evan Means Grant awarded during the 2022 grant cycle, Henry Horton State Park was able to use \$1000 to enhance the trails by adding (50+) newly routed trail signs which will help visitors navigate the trail system. The signs were created by the park's CNC machine and were installed by Volunteers and Park Staff and have greatly enhanced the visitor experience!

The Grant request from Johnsonville Historic State Park was partially completed. The Friends determined that the new blazers would benefit both hikers and the usage level at the Johnsonville Historic State Park. They felt that the new markers would keep hikers on course on the trails and would limit any confusion about the hiking paths. The Friends estimated the total cost to be \$1600 for 800 trail markers, shipping and hardware. They requested \$800 from the Tennessee Trail Association's Evan Means Grant program and \$800 from the Tennessee State Parks Trail Pack Grant. They also estimated that volunteers would contribute as much as 25-man hours to complete this project.

The Evan Means Grant Committee has been publicizing what can be accomplished by requesting a grant. The park can purchase tools to help create new trails, repair storm-damaged trails and bridges, reroute established trails, and add trail signage. These are just a few great ways an Evan Means Grant could help improve trails and enhance the hiking experience in your Tennessee parks! We reminded members that there are several requirements an applicant is encouraged to follow, and requests are generally ~\$1,000 or less; however, we will consider other amounts if the chapter can prove the necessity. We consider grant applications quarterly and would love to see more requests come in! Please help share the word on this great program to get funds where they are needed and continue the TTA's direct mission to build, maintain and promote the responsible use of Tennessee trails!

Minutes of Tennessee Trails Association Board of Directors
Special Organizational Meeting
October 22, 2023 8:00 a.m. Pin Oak Lodge
Natchez Trace State Park, Wildersville, TN 38351

The Special Organizational Meeting of the TTA Board of Directors was called to order by President Duane Frichtl at 8:01.

In attendance were: Dharma Alaksza, June Callahan, Jane Coffey, Patty Deen, Amber Dobie-Grove, Wayne Drown, Jane Ellett, Jenny Fitzgerald, Libby Francis, Duane Frichtl, Mark Hubbard, Michelle Kelley, Will Latham, Marti Owensby, Sara Pollard, Karen Shoemaker, Steve Turner, Susan Woods

Absent were: Marvin Caine, Alice Cannon, Jeanne Conatser, Cathy Moran, Bob Obohoski, John Thomas

Guests were: Rosemary Marshall (East TN), Karen Brackett (East TN), Chris Hoffman (Columbia Franklin), Ryan Dowdy (Clarksville), Tom Cressler (East TN)

Election of Officers:

- President Frichtl turned the meeting over to Vice President Michelle Kelley for the election of President. VP Kelley called for nominations and there being none the election of Duane Frichtl for president was approved by the BOD.
- President Frichtl resumed presiding to continue election of officers.

- Wayne Drown moved to accept the nomination of Michelle Kelley as vice chair. It was seconded by Mark Hubbard and approved by the BOD.
- Michelle Kelley moved to accept the nomination of June Callahan as treasurer. It was seconded by Jennifer Fitzgerald and approved by the BOD.
- June Callahan moved to accept the nomination of Susan Woods as secretary. It was seconded by Wayne Drown and approved by the BOD.

Approval of Committee Assignments for 2024:

- Mark Hubbard moved to accept the proposed committee assignments as presented. Michelle Kelley seconded the motion and it was approved by the BOD.

Adjournment of the Meeting:

- Mark Hubbard moved to adjourn the Special Organizational Meeting of the TTA BOD. It was seconded by June Callahan and approved by the BOD.
- Meeting was adjourned at 8:13.

Agenda For Tennessee Trails Association Board Of Directors
Special Organizational Meeting
October 22, 2023 8:00 a.m. Pin Oak Lodge
Natchez Trace State Park
Wildersville, TN 38351

Call to Order, Duane Frichtl, President

Roll Call, Susan Woods, Secretary

Approval of November 6, 2022 minutes, Susan Woods, Secretary
Attachment #1

Elections of Board Of Director Officers for 2024, Duane Frichtl, President
(All Current Officers Have Agreed to Stand For Election For Another Year)

Approval of Committee Assignments for 2024, Duane Frichtl, President
Attachment #2

Motion to Adjourn

Annual Membership Meeting of Tennessee Trails Association

October 21, 2023

Pin Oak Lodge, Natchez Trace State Park, Wildersville, TN 38351

- President Duane Frichtl called the meeting to order at 6:02 p.m.
- President Frichtl read the minutes of the 2022 Annual Membership Meeting.
- A quorum of 110 TTA members were present.
- Recognition was given to all who contributed to the success of the event as well as donations to the silent auction.
- The President's report included many successes of TTA including membership increases, financial status, and the hard work put in by the various committees. Recognition was made of two retiring board members, Terry Warren after 4 years as West Tennessee Regional Director and Cheryl Heckler after 7 years as Membership Director.
- Treasurer June Callahan gave the financial report.
- Libby Francis, Chair of the Nominations Committee, presented 4 nominations for Board positions: Jenny Fitzgerald and Jane Coffey for At Large Directors, both renewing for another 3 year term, Marti Owensby for At Large Director, and Dharma Alaksza for West TN Regional Director. There being no additional nominations from the floor, the motion was made by Will Wisniewski and seconded by Karen Thomas to accept these members to the board. The motion passed.
- Libby Francis, Chair of the By Laws Committee, presented some revisions to the By Laws. The motion was made by Mark Hubbard and seconded by Michelle Kelley to accept the changes. The motion passed.

- Steve Turner, Clarksville Chapter, gave a memorial for long time member Paul Schwab.
- Michelle Kelley, Chair of the Awards Committee, presented the 2023 TTA Awards as follows:
 - Cheryl Heckler, Plateau Chapter, Tennessee Trails Award
 - Wayne Simpson, Memphis Chapter, Mack Prichard Environmental Award
 - Betsey Darken, Scenic City Chapter, Bill Stutz Award
 - Philip Anderson, Clarksville Chapter, Bill Stutz Award
- The attending membership then heard reports from each of the chapter chairs describing the achievements of their respective chapters during the past year.
- Patty Deen, Highland Rim Chapter, and Sara Pollard, Murfreesboro Chapter, announced that the 2024 Annual meeting would be held at Fall Creek Falls State Park on October 25-27.
- The meeting concluded by auctioning off a weekend at Fairfield Glade to contribute to the proceeds of the silent auction.
- The meeting was adjourned at 7:15.

Minutes of Tennessee Trails Association Board of Directors
Special Organizational Meeting
October 22, 2023 8:00 a.m. Pin Oak Lodge
Natchez Trace State Park, Wildersville, TN 38351

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In attendance were: Dharma Alaksza, June Callahan, Jane Coffey, Patty Deen, Amber Dobie-Grove, Wayne Drown, Jane Ellett, Jenny Fitzgerald, Libby Francis, Duane Frichtl, Mark Hubbard, Michelle Kelley, Will Latham, Marti Owensby, Sara Pollard, Karen Shoemaker, Steve Turner, Susan Woods

Absent were: Marvin Caine, Alice Cannon, Jeanne Conatser, Cathy Moran, Bob Obohoski, John Thomas

Guests were: Rosemary Marshall (East TN), Karen Brackett (East TN), Chris Hoffman (Columbia Franklin), Ryan Dowdy (Clarksville), Tom Cressler (East TN)

Election of Officers:

- President Frichtl turned the meeting over to Vice President Michelle Kelley for the election of President. VP Kelley called for nominations and there being none the election of Duane Frichtl for president was approved by the BOD.
- President Frichtl resumed presiding to continue election of officers.

- Wayne Drown moved to accept the nomination of Michelle Kelley as vice chair. It was seconded by Mark Hubbard and approved by the BOD.
- Michelle Kelley moved to accept the nomination of June Callahan as treasurer. It was seconded by Jennifer Fitzgerald and approved by the BOD.
- June Callahan moved to accept the nomination of Susan Woods as secretary. It was seconded by Wayne Drown and approved by the BOD.

Approval of Committee Assignments for 2024:

- Mark Hubbard moved to accept the proposed committee assignments as presented. Michelle Kelley seconded the motion and it was approved by the BOD.

Adjournment of the Meeting:

- Will Hubbard moved to adjourn the Special Organizational Meeting of the TTA BOD. It was seconded by June Callahan and approved by the BOD.
- Meeting was adjourned at 8:13.

Minutes for Tennessee Trails Association Board of Directors Meeting

October 22, 2023

Pin Oak Lodge, Natchez Trace State Park, Wildersville, TN 38351

Immediately Following the Adjournment of the Special Organizational Meeting

Duane Frichtl, President, called the meeting to order at 8:13 a.m.

A Roll Call by the Secretary was not necessary as there were no changes from the previous Special Organizational Meeting.

In attendance were: Dharma Alaksza, June Callahan, Jane Coffey, Patty Deen, Amber Dobie-Grove, Wayne Drown, Jane Ellett, Jenny Fitzgerald, Libby Francis, Duane Frichtl, Mark Hubbard, Michelle Kelley, Will Latham, Marti Owensby, Sara Pollard, Karen Shoemaker, Steve Turner, Susan Woods

Absent were: Marvin Caine, Alice Cannon, Jeanne Conatser, Cathy Moran, Bob Obohoski, John Thomas

Guests were: Rosemary Marshall (East TN), Karen Brackett (East TN), Chris Hoffman (Columbia Franklin), Ryan Dowdy (Clarksville), Tom Cressler (East TN)

Minutes of the Aug 1st meeting had been emailed to the Board. Karen Shoemaker moved to accept the minutes, Wayne Drown seconded the motion and it was approved by the BOD.

TTA Financial Report was reviewed by June Callahan, TTA treasurer.

In the absence of Bob Richards, the Audit Committee chair, June, as member of the Audit Committee, also discussed the Audit Report for 2022 which had been very positive.

Having had a summary report from Cheryl Heckler, Membership Chair, on membership during the Membership Meeting on Saturday night as well as a report emailed to the BOD there was no further information to report.

Will Latham, Chair of the Communications Committee reviewed the report emailed to the BOD. This committee has been implementing many strategies for communicating with members both current and past. Many other strategies are being considered.

Jane Coffey gave the Evan Means Grant report. Though there were no new grants to consider, there has been considerable promotion of the grant and it is anticipated to receive at least two grant applications for the upcoming quarterly meeting.

Having given an extensive President's report at the Membership Meeting, President Duane Frichtl had no further information to report.

Old Business: none

New Business: Mark Hubbard moved that TTA reimburse the Columbia Franklin chapter for the expenses incurred for restoring Stillhouse Hollow Falls following vandalism there. It was seconded by Will Latham and approved by the BOD.

Dates for the Quarterly meetings in 2024 will be:

February 6, 2024 at 6:30pm CST via Zoom

May 7, 2024 at 6:30pm CST via Zoom

August 6, 2024 at 6:30pm CST via Zoom

October 27, 2024 at 8am at Fall Creek Falls Lodge

Will Latham moved to adjourn, seconded by Jenny Fitzgerald and approved by the BOD. The meeting adjourned at 9:16 a.m.